

URBAN/MUNICIPAL

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1997

AGENDAS/MINUTES

THE HAMILTON-WENTWORTH DISTRICT
SCHOOL BOARD

DEC. 17, 1997

MILTON-WENTWORTH DISTRICT SCHOOL BOARD

Minutes of the Organizational Meeting of The Hamilton-Wentworth District School Board held at the Board Offices, 100 Main Street West, Hamilton, Ontario, on December 17, 1997.

Those present:

Judith Bishop (arrived at 7:05 p.m.)

Heather Bullock

Janice Dewar

Wes Hicks

Eleanor Johnstone

Ray Mulholland

Lillian Orban

Laura Peddle

Joe Rogers

Bruce Wallace

Reg Woodworth

URBAN MUNICIPAL

MAY 7 1998

GOVERNMENT DOCUMENTS

In attendance:

Allan A. Greenleaf, Director of Education and Secretary (Wentworth)

Merv Matier, Interim Director of Education and Secretary (Hamilton)

Pat Gillie, Superintendent of Administrative & Operational Services

Lucy Veerman, Acting Senior Financial Officer and Treasurer

Betty Bond, Superintendent of Program

Ken Bain, Interim Assistant Superintendent of Schools

Debbie Russon, Interim Superintendent of Human Resources

Stew Thompson, Assistant Superintendent of Schools

Krys Croxall, Superintendent of Schools

Don Grant, Comptroller of Finance & Treasurer

Ken Waters, Superintendent of Schools

Janice Tomlinson, Interim Assistant Superintendent of Program

Wayne Joudrie, Superintendent of Schools

Beth Shelswell, Board Liaison from the Education Improvement Commission

The meeting was called to order at 8:15 p.m. by Allan Greenleaf, Director-Designate. He indicated that trustees had met earlier tonight in In Camera session to consider and approve various organizational matters.

ELECTION OF CHAIR:

W. HICKS NOMINATED RAY MULHOLLAND FOR THE POSITION OF CHAIR OF THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD.

RESOLUTION #97-1: IT WAS MOVED BY B. WALLACE, SECONDED BY L. ORBAN THAT NOMINATIONS BE CLOSED.

CARRIED.

The Director extended congratulations to Ray Mulholland on being the first Chair of The Hamilton-Wentworth District School Board.

ELECTION OF VICE-CHAIR:

B. WALLACE NOMINATED REG WOODWORTH FOR THE POSITION OF VICE-CHAIR OF THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD.

RESOLUTION #97-2: IT WAS MOVED BY J. BISHOP, SECONDED BY L. ORBAN THAT NOMINATIONS BE CLOSED.

CARRIED.

R. Mulholland congratulated Reg Woodworth on his election as the first Vice-chair of The Hamilton-Wentworth District School Board.

OATH OF ALLEGIANCE/DECLARATION:

I. Gordon, Evans, Philp, was present to lead trustees in the Oath of Allegiance and Declaration.

APPROVAL OF AGENDA:

RESOLUTION #97-3: IT WAS MOVED BY J. ROGERS THAT THE AGENDA BE APPROVED AS DISTRIBUTED.

CARRIED.

RULES OF ORDER:

RESOLUTION #97-4: IT WAS MOVED BY L. ORBAN, SECONDED BY J. ROGERS THAT THE RULES OF ORDER BE APPROVED AS PRESENTED.

CARRIED.

OPERATING BY-LAWS:

(A) RESOLUTION #97-5: IT WAS MOVED BY E. BISHOP, SECONDED BY H. BULLOCK THAT THE SIGNING OFFICERS OF THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD (DSB #21) BE ONE OF THE CHAIR OR VICE-CHAIR AND ONE OF THE SECRETARY OR TREASURER.

CARRIED.

(B) RESOLUTION #97-6: IT WAS MOVED BY W. HICKS, SECONDED BY B. WALLACE THAT, IN ACCORDANCE WITH SECTION 245 OF THE EDUCATION ACT, THE CHAIR OR VICE-CHAIR AND TREASURER FOR THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD (DSB #21) BE EMPOWERED TO BORROW FUNDS.

CARRIED.

(C) RESOLUTION #97-7: IT WAS MOVED BY L. PEDDLE, SECONDED BY L. ORBAN THAT, IN ACCORDANCE WITH SECTION 171(1)(16) OF THE EDUCATION ACT, THE SIGNATURE OF THE TREASURER AND THE CHAIR BE MECHANICALLY REPRODUCED ON CHEQUES.

CARRIED.

(D) RESOLUTION #97-8: IT WAS MOVED BY E. JOHNSTONE, SECONDED BY J. DEWAR THAT, IN ACCORDANCE WITH SECTION 234(1) OF THE EDUCATION ACT, THE FIRMS OF DOANE RAYMOND CHARTERED ACCOUNTANTS AND MACGILLIVRAY PARTNERS CHARTERED ACCOUNTANTS JOINTLY BE APPOINTED AS AUDITORS FOR THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD (DSB #21) FOR THE EIGHT-MONTH PERIOD ENDING AUGUST 31, 1998.

CARRIED.

APPOINTMENT OF DIRECTOR AND SECRETARY:

RESOLUTION #97-9: IT WAS MOVED BY B. WALLACE, SECONDED BY J. ROGERS THAT ALLAN A. GREENLEAF BE APPOINTED TO THE POSITION OF DIRECTOR OF EDUCATION AND SECRETARY AND TREASURER OF THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD (DSB #21) EFFECTIVE JANUARY 1, 1998.

CARRIED, 1 OPPOSED.

DETERMINATION OF HEAD OFFICE:

RESOLUTION #97-10: IT WAS MOVED BY E. JOHNSTONE, SECONDED BY L. ORBAN THAT THE HEAD OFFICE FOR THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD (DSB #21) BE LOCATED AT 100 MAIN STREET WEST, HAMILTON.

CARRIED.

INTERIM BANKING ARRANGEMENTS:

RESOLUTION #97-11: IT WAS MOVED BY J. DEWAR, SECONDED BY H. BULLOCK THAT THE PRESENT BANKING ARRANGEMENTS UTILIZED BY BOTH BOARDS REMAIN IN PLACE DURING THE INTERIM PERIOD ENDING AUGUST 31, 1998.

CARRIED.

SENIOR ADMINISTRATIVE STRUCTURE:

(A) RESOLUTION #97-12: IT WAS MOVED BY J. DEWAR, SECONDED BY E. JOHNSTONE THAT THE INITIAL SENIOR ADMINISTRATIVE STRUCTURE FOR THE NEW BOARD CONSIST OF THIRTEEN POSITIONS, INCLUSIVE OF THE DIRECTOR OF EDUCATION AND TREASURER AND SENIOR BUSINESS OFFICIAL.

CARRIED.

(B) RESOLUTION #97-13: IT WAS MOVED BY B. WALLACE, SECONDED BY L. ORBAN THAT, AT THE PRESENT TIME, THERE BE NO POSITION OF ASSOCIATE/DEPUTY DIRECTOR IN THE SENIOR ADMINISTRATIVE STRUCTURE FOR THE NEW BOARD.

CARRIED, 2 OPPOSED.

(C) RESOLUTION #97-14: IT WAS MOVED BY L. ORBAN, SECONDED BY L. PEDDLE THAT MERV MATIER BE APPOINTED TO THE INTERIM POSITION OF SUPERINTENDENT OF TRANSITIONAL SERVICES FOR THE YEAR ENDING DECEMBER 31, 1998 OR SUCH OTHER TIME AS THE BOARD MAY DETERMINE, SUBJECT TO REVIEW, AND THAT THIS POSITION BE ONE OF THE THIRTEEN POSITIONS OF THE INITIAL SENIOR ADMINISTRATIVE STRUCTURE.

CARRIED.

(D) RESOLUTION #97-15: IT WAS MOVED BY R. WOODWORTH, SECONDED BY B. WALLACE THAT THERE WILL BE A FURTHER DOWNSIZING OF THE SENIOR ADMINISTRATIVE STRUCTURE THROUGH ATTRITION, IF NECESSARY.

Concern was expressed about this motion and the requirement to further reduce senior administrative numbers. The Chair clarified that the EIC had specifically requested that this motion be approved. However, it was suggested that the Board should have leeway in the matter. It was indicated that timelines had not been included in the motion. One trustee clarified that if the motion was amended, EIC would have to be approached because it had been the EIC's expectation that a further downsizing of the senior administrative structure would occur.

To the motion, CARRIED.

The Director stated that several actions with respect to the senior administrative structure had been reviewed during the In Camera session of the meeting.

(E) RESOLUTION #97-16: IT WAS MOVED BY J. BISHOP, SECONDED BY H. BULLOCK:
(I) THAT A CONSISTENT PROCESS FOR DEALING WITH STAFFING ASSIGNMENTS BE DEVELOPED BY SENIOR ADMINISTRATION;
(II) THAT THE INTERIM APPOINTMENTS BE EXTENDED, IN ACCORDANCE

- WITH EIC APPROVAL (SEE ATTACHED), UNTIL JUNE 30, 1998, OR SUCH OTHER DATE AS THE BOARD MAY DETERMINE;
- (III) THAT EXISTING SCHOOL SUPERVISION ASSIGNMENTS BE MAINTAINED UNTIL JUNE 30, 1998, OR SUCH OTHER DATE AS THE BOARD MAY DETERMINE;
- (IV) THAT A SUPERVISORY OFFICER WITHIN THE EXISTING SENIOR ADMINISTRATIVE COMPLEMENT BE TRANSFERRED TO THE POSITION OF SUPERINTENDENT OF SCHOOLS - MOUNTAIN, AND THAT THE RESULTING VACANCY BE POSTED.

It was noted that the inclusion of "or such other date as the Board may determine" provided the Board with leeway in terminating the positions at an earlier date. In response to questions, the Director indicated that no discussion had occurred with the individuals about salaries. The Chair added that superintendents were appointed as supervisory officers and that only their assignments would be revised.

To the motion, **CARRIED.**

TRUSTEE HONORARIA:

- (A) RESOLUTION #97-17: IT WAS MOVED BY L. ORBAN, SECONDED BY L. PEDDLE THAT THE HONORARIUM FOR TRUSTEES BE \$5,000 PER TRUSTEE.
CARRIED.
- (B) RESOLUTION #97-18: IT WAS MOVED BY R. WOODWORTH, SECONDED BY J. ROGERS THAT THE ADDITIONAL HONORARIUM FOR THE CHAIR BE 100% OF THE APPROVED TRUSTEE HONORARIUM.
CARRIED.
- (C) RESOLUTION #97-19: IT WAS MOVED BY J. BISHOP, SECONDED BY L. ORBAN THAT THE ADDITIONAL HONORARIUM FOR THE VICE-CHAIR BE 50% OF THE APPROVED TRUSTEE HONORARIUM.
CARRIED.
- (D) RESOLUTION #97-20: IT WAS MOVED BY W. HICKS, SECONDED BY J. BISHOP THAT THE MUNICIPAL ACT REQUIREMENTS BE FOLLOWED WITH RESPECT TO TAX EXEMPTION STATUS IN THE CALCULATION OF TRUSTEE HONORARIA/EXPENSE REIMBURSEMENT.
CARRIED.

Discussion ensued about the effective date of trustee honorarium after one trustee suggested that honorarium payment commence today since the trustees had now taken their Oath and Declaration. However, another trustee pointed out that many of the Board members still represented the predecessor Boards and were receiving honoraria from that source until December 31, 1997.

- (E) RESOLUTION #97-21: IT WAS MOVED BY B. WALLACE, SECONDED BY J. BISHOP THAT THE HONORARIUM FOR TRUSTEES NOT MEMBERS OF PREDECESSOR BOARDS TAKE EFFECT DECEMBER 17, 1997.
CARRIED.

CONFIRMATION OF FIRST BOARD MEETING DATE:

RESOLUTION #97-22: IT WAS MOVED BY J. ROGERS, SECONDED BY E. JOHNSTONE THAT THE FIRST MEETING OF THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD BE HELD ON JANUARY 5, 1998, WITH BUSINESS BEING CONDUCTED AT 7:00 AND THE INAUGURAL CEREMONIES COMMENCING AT 8:00 P.M.

CARRIED.

One trustee requested a Point of Order, noting that the count for each vote should include the number of trustees in favour, opposed, abstaining with respect to any motion, as contained in the Rules of Order. The Chair apologized and expressed appreciation for the reminder.

TRUSTEE EXPENSES:

The Director stated that the applicable policies from the two predecessor Boards regarding trustee expenses had been distributed for information. It was noted that MacGillivray Partners - Chartered Accountants had recommended that all expenses be based on reimbursement rather than allowance. However, one trustee felt that an allowance was a much better process, because there was no need to process receipts.

IT WAS MOVED BY R. WOODWORTH, SECONDED BY H. BULLOCK THAT THE WENTWORTH COUNTY BOARD OF EDUCATION'S TRAVEL ALLOWANCE POLICY BE ADOPTED FOR USE BY THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD.

It was clarified that an expense form was available for completion by trustees. In response to questions, it was indicated that Policy 7.03 addressed the actual expenses and that Policy 10.1.08 addressed the reimbursement rate. In any event, one trustee expressed concern about approving such action before detailed discussion could occur.

RESOLUTION #97-23: IT WAS MOVED BY J. BISHOP, SECONDED BY B. WALLACE THAT THE FOLLOWING MOTION BE TABLED TO THE JANUARY 8TH COMMITTEE OF THE WHOLE BOARD MEETING:

IT WAS MOVED BY R. WOODWORTH, SECONDED BY H. BULLOCK THAT THE WENTWORTH COUNTY BOARD OF EDUCATION'S TRAVEL ALLOWANCE POLICY BE ADOPTED FOR USE BY THE HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD.

Speaking in support of the tabling motion, it was indicated that neither former Hamilton Board or new trustees had had an opportunity to review the documents.

To the tabling motion, **CARRIED UNANIMOUSLY.**


ANY OTHER BUSINESS:

Nil.

ADJOURNMENT:

RESOLUTION #97-24: IT WAS MOVED BY J. ROGERS THAT THE MEETING ADJOURN, THIS BEING DONE AT 9:10 P.M.

CARRIED UNANIMOUSLY.



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